

Checklist of Required Documents

Please fill out the following checklist and return it with your renewal application packet. NIH Undergraduate Scholarship Program (UGSP) renewal applications and supporting materials must be received no later than June 1, 1998. Renewal requests received after June 1 cannot be assured consideration.

Applicant's Name: _____

Address: _____

Daytime Telephone: _____

E-Mail: _____

- ☐ Official transcript or other documentation from your college or university stating your grade point average (GPA) or class rank (if GPA is not calculated).

A transcript was requested on the following date: _____.

- ☐ A typewritten statement from you, addressing the following:

- Benefits you have received from the UGSP in academic year 1997-98
- Assessment of your own progress this academic year
- List of goals for the next academic year
- List of courses you expect to take next academic year

If your GPA is lower than 3.5 (or class rank not within top 5%), please address the following:

- The extenuating circumstances that caused you to fall below the required academic standing for the UGSP
- Your action plan for improving your academic status

- ☐ Recommendation from your academic advisor. Your academic advisor must support your renewal application by providing a one-page statement assessing the benefits of your UGSP participation and your development as a biomedical researcher. Please give your academic advisor the enclosed return envelope and ask that the recommendation be sent directly to the NIH.

Name of Academic Advisor: _____

Title: _____

Department and Institution: _____

Telephone: _____

E-Mail: _____